



Community Services Department
Library Division
Weekly Report

WEEK OF: August 7, 2009

THIS WEEK @ THE LIBRARY

616 books were checked out
24 library cards were issued
9 library cards were renewed
156 Internet users
902 items (books, magazines & newspapers) were used in the library
1,134 visitors to the library
58 reference requests received
813 information requests received
20 Internet contracts were processed
269 materials were catalogued
19 Interlibrary loan materials processed

- **69** people used the Carnegie Technology Center this week.
- **7 ALS learners were tutored this week.**
- 3 hours of literacy software used.
- Full time staff attended the Infopeople training “Low Cost Space Planning and Remodeling” and a Live Homework Help webinar.
- The library closed for inventory starting Wednesday, August 5th.

Children Programs

- ▶ The library is participating in the Summer Food Service Program in which free meals are provided to children 18 years old and younger. Meals are provided by Calexico Neighborhood House. This week we served **124** free meals to children.



Community Services Department
Library Division
Weekly Report

WEEK OF: August 14, 2009

THIS WEEK @ THE LIBRARY

27 overdue notices were mailed
530 materials were catalogued
887 materials were processed
19 Interlibrary loan materials processed

- **93** people used the Carnegie Technology Center this week.
- Staff took the following trainings this week:
 - Ebscohost & Career Library software training
 - Fire Extinguisher usage training
- The library is participating in the Summer Food Service Program in which free meals are provided to children 18 years old and younger. Meals are provided by Calexico Neighborhood House. This week we served **135** free meals to children.
- Staff scanned all library books, catalogued and processed new materials.